

## Kent AC Monthly Committee Meeting – Minutes January 2020

6th January 2020	19.30 – 21.20	Blythe Hill Tavern
Type of meeting	Monthly Committee Meeting	
Chairperson	Ken Pike	
Note taker	John Barron	
Present	Victoria Buck, Phil Marsden, Norman Fairbrass, Dennis Fairbrass, Susie Fairbrass, Dan Pettitt, David Devlin, Dave Morgan, Spenser Lane, Ted Aston, Pete Lighting and Adrian Musson	
Apologies	Alan Curtis, Ellie Brown, Len Reilly, Bernie Hutchinson, Neil Gordon-Orr	

### Item 1: Previous Minutes

	Person Responsible	Action/Date
<b>Matters Arising</b>		
1. <b>Wine</b> remaining from Ladywell 10000. It was agreed should be donated to a charity.	<b>Dave M</b>	<b>In due course</b>
2. <b>Safeguarding.</b> A proposed strategy for the club was tabled by Neil/Susie and agreed. Copy and next steps attached.  Separately member Hassan Davis who currently coaches groups independently of the club will be contacted and informed that in his capacity as a commercial operator his membership of Kent AC does not in any way indicate he represents the club.  Juno Field, an independent coach who trains Kent AC members will be advised of the clubs safeguarding policy	<b>Neil/Susie</b>	<b>ASAP</b>
<b>REMINDER FOR COACHES</b>  EA safeguarding course. It costs £10 and takes half an hour to complete	<b>John</b>	<b>16th January</b>
<b>3. Officials/Volunteer Lead</b> It was proposed the committee should invite a member to head up these essential club roles. A role description to be drafted and tabled at next committee meeting for approval prior to identifying a volunteer for the role.	<b>John</b>	<b>16th January</b>
<b>4. Track Clock</b> Researching options	<b>Ted</b>	<b>Ongoing</b>
	<b>Spenser</b>	<b>Ongoing</b>

<p><b>5. Gazebo</b> Quote from TFH Gazebos tabled. Revisions to quote requested.</p> <ul style="list-style-type: none"> <li>a. Club identity printed on front fascia only</li> <li>b. Leg weights not required.</li> <li>c. The gazebo is supplied in 3 carry bags not one as was originally thought. There is a wheeled bag for the frame and two individual carry bags, one for the roof and one for the sidewalls. Therefore, unless the gazebo is taken by car its likely to prove unwieldy for one person to travel with on public transport.</li> <li>d. Revised quote £722 inc VAT</li> <li>e. Delivery from receipt of payment is 7-10 days</li> <li>f. Alternative Gazebo options are being investigated</li> </ul>		
<p><b>6. Awards Evening</b></p> <ul style="list-style-type: none"> <li>a. Hire charge of £500 for venue agreed.</li> <li>b. Committee also agreed to proceed with proposal to provide food on the evening to members at no cost.</li> <li>c. A charity will undertake the catering at a cost of £5 per member. Provisional costs based on 100 attending is £500</li> </ul>	<p><b>Spenser</b></p> <p><b>Katie</b></p> <p><b>Katie</b></p> <p><b>Katie</b></p>	<p><b>Awaiting feedback from Spenser</b></p> <p><b>Actioned</b></p> <p><b>Actioned</b></p> <p><b>Actioned</b></p>
<p><b>7. Trophy List</b></p> <ul style="list-style-type: none"> <li>a. Where possible Dan &amp; Katie have tried to equalise the trophies for males and females which, despite not giving full coverage across every distance, is good progress given time constraints.</li> <li>b. A sprinter of the year award will be included</li> <li>c. Young Athletes list to be agreed</li> <li>d. Vets category also to be added</li> <li>e. A winners list will be published on the club website</li> </ul>	<p><b>Dan/Katie</b></p> <p><b>Joe</b></p> <p><b>Spenser/Ted</b></p> <p><b>John</b></p>	<p><b>16th January</b></p> <p><b>16th January</b></p> <p><b>16th January</b></p> <p><b>3rd February</b></p>

8. <b>Place of birth</b> field on the new member form now has the following help text “If London please state local authority borough (needed for certain race entries). If non-UK also include country of birth.”	<b>Bernie</b>	<b>Actioned</b>
9. <b>National XC Nottingham 22<sup>nd</sup> February</b> Travel and accommodation subsidy of £25 per participant agreed.	<b>Dave</b>	<b>Actioned</b>
<b>Item 2: Club Secretary Report</b>		
	Person Responsible	Action/Date
1. Club 250 draw a. January winner is Chris Greenwood	<b>John/David</b>	<b>Actioned</b>
<b>Item 3: Treasurers Report</b>		
	Person Responsible	Action/Date
1. Bank balance at end of December £26153	<b>David</b>	
<b>Item 4: Membership Secretary Report</b>		
	Person Responsible	Action/Date
1. <b>New Members: 5</b>  1. Ian Anderson 2. Eva Denedo 3. Annika Duffy 4. Alvaro Montoya 5. Michael Tozer	<b>Bernie</b>	<b>Actioned</b>
<b>Item 5: Results</b>		
	Person Responsible	Action/Date
1. <b>South of The Thames</b> – Senior: 22 <sup>nd</sup> Dec Men: a. Kent (6 to score) 1 <sup>st</sup> b. Kent (12 to score) 1 <sup>st</sup> c. Individuals: i. Owen 3 <sup>rd</sup> ii. Jim 5 <sup>th</sup> iii. Chris B 15 <sup>th</sup> Women: a. Kent (4 to score) 2 <sup>nd</sup> b. Individuals: i. Sarah H 9 <sup>th</sup> ii. Georgina 19 <sup>th</sup>		

<ul style="list-style-type: none"> <li>iii. Teresa 21<sup>st</sup></li> <li>iv. Amelia (2<sup>nd</sup> claim) 3<sup>rd</sup></li> </ul> <p>2. <b>Kent County Champs</b> 4<sup>th</sup> January</p> <p>Men:</p> <ul style="list-style-type: none"> <li>a. Kent (6 to score) 2<sup>nd</sup></li> <li>b. Individual: <ul style="list-style-type: none"> <li>i. 1<sup>st</sup> <b>Owen Hind</b> (County Champion)</li> </ul> </li> <li>c. Kent (12 to score) 2<sup>nd</sup></li> </ul> <p>Women:</p> <ul style="list-style-type: none"> <li>a. Kent (3 to score) 2<sup>nd</sup></li> <li>b. Kent (12 to score) 2<sup>nd</sup></li> </ul>		
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**Item 6: AOB**

	Person Responsible	Action/Date
<p>1. <b>Old Gazebo</b> Dispose</p>	<b>Pete</b>	<b>Actioned</b>
<p>2. <b>Club Track &amp; Field Equipment – Ladywell Arena</b> Audit of items stored in the various containers to be undertaken.</p>	<b>Ted</b>	<b>ASAP</b>
<p>3. <b>VET's Competitions</b> At the next Surrey League committee meeting the issue of creating some form of scoring opportunities for VETS will be raised.</p>	<b>Ken</b>	<b>3<sup>rd</sup> February</b>
<p>4. <b>Female google group</b> Ted has requested that U/18 girls be excluded from the KAC Female email group. Bernie has a looked at this, and it is possible to do but a date field will require regular updating. Ideally this should be daily but that would be a bit of an onerous task, so he could do it weekly or (preferably) monthly. Bernie is happy to go along with what is decided.</p>	<b>Ted</b>	<b>Ongoing</b>